

Concord Free Public Library  
Library Committee Minutes  
Tuesday, May 22, 2012  
Main Library, Trustees Room, 7pm

Present: Kerry Cronin, Melissa Saalfeld, Heather Peachey, Paul Dewey, Bob Sekuler, Cristina Blau

Excused: Kitsy Rothermel

Guest: Pat Pluskal

Observers: Chris Whelan, Carmin C. Reiss, Nancy Cronin, Rebecca Purcell, Matt Boger, Dr. Naeem Rathmore, Steve Hirschman

1. Pat Pluskal, librarian at the Fowler branch, gave an update:
  - a. Fowler has been very busy since it has reopened after renovations.
  - b. The teen advisory board has been working hard and showing a lot of movies.
  - c. A new Wednesday afternoon film series has started up.
  - d. Security cameras have not yet been enabled but that does not seem to be a problem.
  - e. There are many upcoming programs for the summer.
  - f. The Fowler branch has many books on reserve, around 200 at any given time whereas the main branch usually has 500 on reserve.
  - g. The librarians at Fowler have observed more laptop users than ever before.
  - h. It is recommended that there be two staff members on at all times.
  - i. Enid Boasberg, library staff person, is working to start a seed library starting in the fall.
2. Approval of the March 13<sup>th</sup>, 2012 Library Committee minutes was deferred until the June 12<sup>th</sup> meeting.
3. The April 10<sup>th</sup> Library Committee minutes were approved with changes.
4. Director's Report:
  - a. The continuous reading of Little Women went very well. It took over 17 hours to complete the reading, which was done in honor of the centennial celebration of the Orchard House as a museum.
  - b. RFID tagging is going well. Approximately 60% of the collection has been tagged. The service is anticipated to go live by September 2012.
  - c. Staff member, Lyndal Blodgett was nominated for the Massachusetts Library Association's Paralibrarian of the Year Award. Although she did not win, she was honored with a certificate for her nomination during the association's awards ceremony.

- d. The library has received the second disbursement of the State Aid Award from the Massachusetts Board of Library Commissioners.
  - e. This summer, the Friends of the CFPL will sponsor Summer Shakespeare on the Lawn with four performances of "Scenes from a Midsummer Night's Dream".
  - f. Several capital projects are to begin this summer but are not scheduled to interfere with any events that will be taking place. They include replacing the front pillars, repointing, painting, repairing the brick terrace, and additional lighting.
  - g. On May 16<sup>th</sup>, 2012 Kerry received a letter from a patron in Brookline requesting that a book be moved from the circulation collection to historical reference material. The book is titled Heavens to Betsy! & Other Curious Sayings by Charles Earle Funk. The Library Committee agreed with Kerry's recommendation to keep the book in the circulation collection.
  - h. I-N.S. Cleaning Services of Maynard, MA has been awarded another three-year contract for the cleaning of the library.
  - i. The Concord Water Department requested that the library do an audit of its irrigation systems to be considered for a sewer abatement of 3,200.00. This audit is being arranged and the Library Corporation has agreed to limit landscape irrigation to twice a week.
  - j. A library assistant has departed from the Technical Services Department. Kerry anticipates no disruption of services as a replacement is sought.
  - k. Library Unionization: Two bargaining units have been agreed upon, one with supervisors and the other with all other library employees who work more than 8 hours on a regular basis. The exceptions are the Library Director, the Assistant Library Director, and any confidential employee positions. An election will take place in the next two weeks and contract negotiations will follow. The Library Corporation approved the use of the Fowler meeting room after hours for union meetings.
  - l. There is going to be a follow up meeting with the town auditor to decide on the use of cash registers for the collection of overdue fines.
  - m. Kerry gave an update on the Minuteman Library Network Membership meeting where they voted to support a new digital media policy, lift the ban on the purchase of e-Books from Harper Collins, and the endorsement of a new family friendly interface of the digital media catalog. This new interface will make it easier for children and teens to find age appropriate material.
5. Nominations for Library Committee: Matt Boger introduced himself and explained his interest in the Library Committee. Other interested candidates are being encouraged to fill out a 'green card' at the Town House.
  6. The committee members were given a copy of the most recent materials for Ethics and Open Meeting Law. The committee members are to familiarize themselves with these documents, sign two receipts, return the receipts to the

town clerk, complete an online training test, and send in a receipt of the online training test to the town clerk.

7. The Library Committee said good-bye to Cristina Blau and thanked her for her three years of service on the committee.
8. Meeting was adjourned.
9. Next meeting June 12, 2012, Main Library
10. Documents distributed at the meeting:
  - a. Meeting agenda for May 22, 2012
  - b. Minutes of the march 13<sup>th</sup> 2012 meeting
  - c. Minutes of the April 10<sup>th</sup> 2012 meeting
  - d. Expenditure summary
  - e. Proposal: MLN Digital Content Selection Process
  - f. Library Director's report
  - g. Summary of Conflict of Interest Law for Municipal Employees

Next meeting June 12, 2012, Main Library

Respectfully submitted by Heather Peachey, acting Clerk